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## MEMORANDUM

TO: Dr. Larry H. Filer II, City Manager

CC TO: Patrick Roberts, Deputy City Manager

FROM: George M. Homewood, FAICP, CFM, Director, City Planning

SUBJECT: City Planning Commission 2021 Report to City Council

DATE: February 24, 2022

Attached is the City Planning Commission's 2021 Report to City Council. This report summarizes the Commission's activities during the past year, including planning and zoning recommendations and architectural review items. It also includes a generalized work program for 2022, alongside a review of the 2021 work program.

The submittal of this report to City Council is required by section 15.2-2221 of the *Code of Virginia*.

The City Planning Commission requests that this document be provided to City Council as soon as possible.



# **City Planning Commission 2021 Report to City Council**

## **Planning Commission**

Kevin Murphy, Chair

Kim Sudderth, Vice-Chair

Matthew Hales

Dr. Ramona Austin

Dr. Amanda Lloyd

Earl Fraley, Jr.

Kathryn Shelton

Approved: February 24, 2022  
Department of City Planning

## Chair's Message

February 24, 2022

To the Honorable Mayor and Council  
City of Norfolk, Virginia

Ladies and Gentlemen:

On behalf of the City Planning Commission, it is my pleasure to share with you a summary of the Commission's activities during calendar year 2021. The continued presence of the pandemic and virtual meetings did not deter the activities of the City Planning Commission. In 2021, we reviewed 145 planning and zoning applications and 24 design review items. We presided over the completion and adoption of several major planning initiatives and received multiple topical presentations each month, covering a variety of topics.

The City Planning Commission continued its tradition of lively discussion and debate, particularly around the topic of short-term rentals. These lively discussions are fundamental for ensuring the best possible land use recommendations are sent to City Council for their consideration.

As proud as we are of our accomplishments in 2021, the Planning Commission is even more excited for what 2022 will bring. We look forward to the kickoff of *plaNorfolk2050*, the City's next comprehensive plan update. We also look forward to working with City Council and staff to begin the implementation of the Broad Creek Refresh Plan and updating short-term rental regulations.

I would like to take this opportunity to thank Mr. Earl Fraley, Jr., our long serving Chair, who has graciously stepped aside as Chair, while continuing to serve on the City Planning Commission, so that others may have the opportunity to lead. Mr. Fraley has served as an exemplary model for leadership and public service.

We are thankful for the opportunity to serve this great city and for the trust placed in us to advise the City and City Council. We look forward to continuing our service in 2022 and thank you for your support and confidence in us.

Sincerely,

A handwritten signature in black ink, appearing to read "K. R. Murphy".

Kevin R. Murphy  
Chair

CC: Dr. Larry H. Filer II, City Manager  
George M. Homewood, FAICP CFM, Planning Director



## Norfolk City Planning Commission

The Norfolk City Planning Commission (henceforth referred to as the “Planning Commission” or “CPC”) is a seven-member body, appointed by City Council, responsible for the review of land use and zoning matters for the City of Norfolk. The Planning Commission makes recommendations on various matters to City Council, which is ultimately responsible for making a final decision on those matters. The Planning Commission is also responsible for the development and implementation of the City’s General Plan, *plaNorfolk2030*.

Planning Commission members in 2021 were: Earl Fraley, Jr., Chair; Matthew Hales, Vice-Chair; Dr. Ramona Austin; Dr. Amanda Lloyd; Kevin Murphy; Kathryn Shelton; and Kim Sudderth. George Homewood, Planning Director, served as Executive Secretary. At the January 13, 2022 Planning Commission meeting, a new Chair, Kevin Murphy was elected and a new Vice-Chair, Kim Sudderth was elected.

The CPC met on 22 separate occasions in 2021, convening the second and fourth Thursday of each month except November and December, where only one meeting was held each month due to the holidays. The table below illustrates each member’s attendance for the year. Note that 21 of the 22 meetings were held virtually.

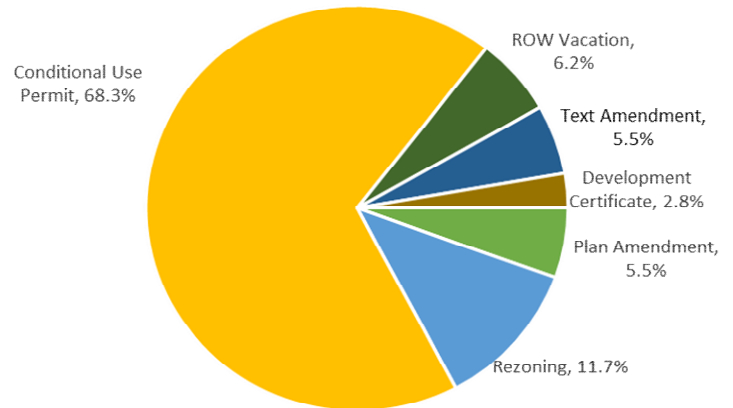
Member Name	Meetings in Attendance	Meetings Absent
Earl Fraley, Jr., Chair	21	1
Matthew Hales, Vice-Chair	20	2
Dr. Ramona Austin	20	2
Kim Sudderth	20	2
Dr. Amanda Lloyd	20	2
Kathryn Shelton	21	1
Kevin Murphy	21	1

In 2021, the Planning Commission processed 145 planning and zoning applications. Additionally, the Planning Commission considered presentations on many other topics throughout the year, including surveyNFK, Missing Middle Housing, Multimodal Transportation Master Plan, Broad Creek Refresh, Downtown Ocean View Site, Floodplain Management Plan, Risk Rating 2.0, and short-term rental provisions.

## Planning & Zoning Applications Reviewed – 2021

Of the 145 planning and zoning applications submitted to the Planning Commission in 2021, Conditional Use Permits (CUPs) once again represent the lion's share. 99 of the 145 applications were CUPs, which is 68.3%. Rezoning represents the second largest percentage, followed, in order, by Right-of-Way (ROW) Vacation, Text Amendment, Plan Amendment, and Development Certificates. The following table illustrates the disposition of all applications processed in 2021.

Types of Applications, 2021

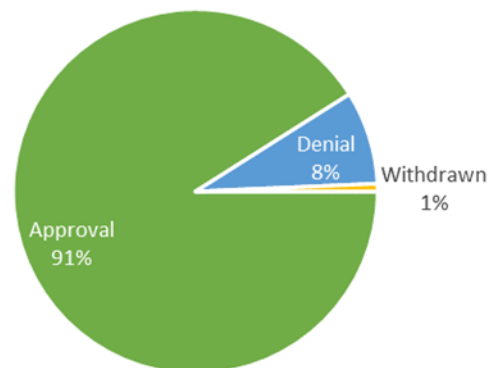


CPC Items & Recommendations, 2021

Application Type	Number	%	Approval	Denial	Withdrawn	% Approved
Plan Amendment	8	5.5%	7	1	0	87.5%
Rezoning	17	11.7%	14	2	1	82.4%
Conditional Use Permit	99	68.3%	91	8	0	91.9%
ROW Vacation	9	6.2%	8	1	0	88.9%
Text Amendment	8	5.5%	8	0	0	100.0%
Development Certificate	4	2.8%	4	0	0	100.0%
<b>Totals</b>	<b>145</b>	<b>100%</b>	<b>132</b>	<b>12</b>	<b>1</b>	<b>91.0%</b>

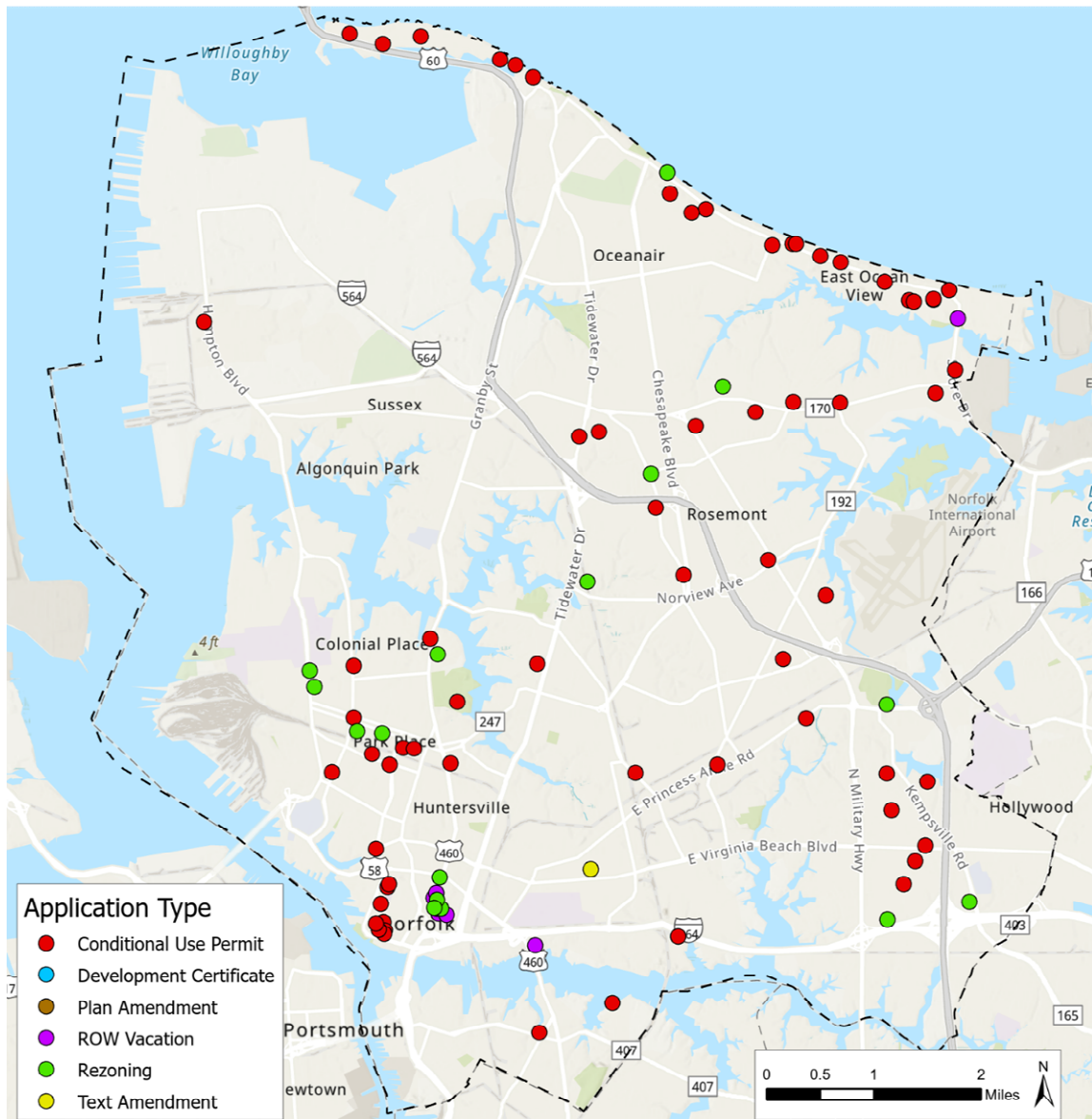
The Planning Commission recommended approval on 91.0% of the applications submitted in 2021, voting to recommend denial of 12 items. One item was withdrawn before the Commission could vote on it. The high approval rating from both the Planning Commission and the City Council (covered later) is due in large part to the efforts of staff to advise and guide applicants through the pre-approval process, assisting applicants in making improvements to their applications.

Recommended Actions, 2021



## Planning & Zoning Applications Reviewed – 2021

The map below illustrates the geographic distribution of the types of applications reviewed by the Planning Commission in 2021. Each dot on the map represents one item or application reviewed by the Planning Commission in the year 2021.



Source: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

136 individual dots can be found on the map. Not reflected on this map are 9 items of the total 145 items reviewed by the Planning Commission in 2021 that are not specific to one location, but instead impact the entire city (Ex. Text amendments to *plaNorfolk2030*).

## Conditional Use Permits Reviewed – 2021

CUPs are the most common type of application considered by the Planning Commission, representing 68.3% of all agenda items in 2021. This is slightly higher than in prior years in which 61.4% of agenda items in 2020, and 58.3% of items in 2018 were CUP applications. Of the 99 CUPs reviewed in total by the CPC in 2021, the single most reviewed item was short-term rental CUPs at 20 applications or 20.2% of all applications. This is a substantial increase from 2020 and 2019, when only 7 and 6, respectively, short-term applications were considered. Short-term rental CUPs accounted for less than 10% of all applications both years.

In total, 91.9% of conditional use permit applications were recommended for approval which is up from 87.2% last year. This is also 1.1% less than the 10-year average of 93.0%.

**CUPs by Type & CPC Recommendations, 2021**

CUP Type	Number	Percent	Approved	Denied	Withdrawn	Percent Approved
ABC Off-Premises	10	10.1%	9	1	0	90.0%
ABC On-Premises	2	2.0%	2	0	0	100.0%
Auto Related *	9	9.1%	9	0	0	100.0%
Banquet Hall	3	3.0%	3	0	0	100.0%
Comm. Rec. Center	1	1.0%	1	0	0	100.0%
Communication Tower	1	1.0%	1	0	0	100.0%
Convenience Store	3	3.0%	3	0	0	100.0%
Daycare	2	2.0%	2	0	0	100.0%
Expansion of Nonconforming Use	1	1.0%	1	0	0	100.0%
Extended Hours	9	9.1%	9	0	0	100.0%
Flag Lot	1	0.0%	0	1	0	0.0%
Gas Sales	2	2.0%	2	0	0	100.0%
Home Occupation	1	1.0%	1	0	0	100.0%
Live Entertainment	8	8.1%	8	0	0	100.0%
Multifamily	9	9.1%	7	2	0	77.8%
Nightclub	3	3.0%	2	1	0	66.7%
Outdoor Advertising Sign	1	1.0%	0	1	0	0.0%
Pawnshop	1	1.0%	1	0	0	100.0%
Production of Craft Beverages	2	2.0%	2	0	0	100.0%
Short-Term Rental	20	20.2%	20	0	0	100.0%
Smoke or Vape Products	7	7.1%	5	2	0	71.4%
Tattoo Parlor	3	3.0%	3	0	0	100.0%
<b>Total</b>	<b>99</b>	<b>100%</b>	<b>91</b>	<b>8</b>	<b>0</b>	<b>91.9%</b>

\* The "Auto Related" field represents four different CUP types: Auto Storage, Auto Sales, Auto Repairs, and Car Wash.

## Norfolk City Council Disposition of CPC Items – 2021

The following table reflects Norfolk City Council's actions relative to the CPC's recommendations, by application type. Of the 144 items reviewed by the Planning Commission in 2021 (excluding withdrawn items), 91.0% were recommended for approval. 99.0% of the 144 items considered by City Council were approved, though the specific items approved and denied differed slightly from Planning Commission recommendations.

Planning Commission and City Council Actions, 2021

Application Types	CPC Recommendation		City Council Resolution				
	Approval	Denial	Approved	Denied	Withdrawn	% App. by City Council	Pending*
Plan Amendment	7	1	8	0	0	100.0%	0
Rezoning	14	2	16	0	0	100.0%	0
Cond. Use Permit	91	8	94	4	1	94.9%	0
ROW Vacation	8	1	9	0	0	100.0%	0
Text Amendment	8	0	8	0	0	100.0%	0
Dev. Certificate	4	0	0**	0	0	n/a	0
<b>Total</b>	<b>132</b>	<b>12</b>	<b>135</b>	<b>4</b>	<b>1</b>	<b>99.0%</b>	<b>0</b>

\* Pending: Items that were voted on by CPC but have not been reviewed by City Council.

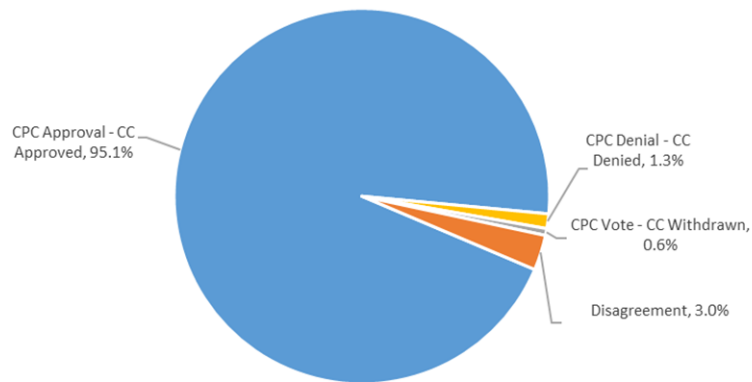
\*\* Four Dev. Certificates did not request waivers from the standards of the district, meaning they only required Planning Commission approval and are therefore not included in these figures.

City Council generally agrees with the recommendations of the Planning Commission.

Since 2013, City Council has agreed with Planning Commission's recommendation – for either approval or denial

– 96.4% of the time. An additional 0.6% of items were withdrawn prior to a vote from City Council. This means that the two bodies have disagreed on only 3.0% – 41 out of 1,350 – of all items reviewed by both bodies in nine years.

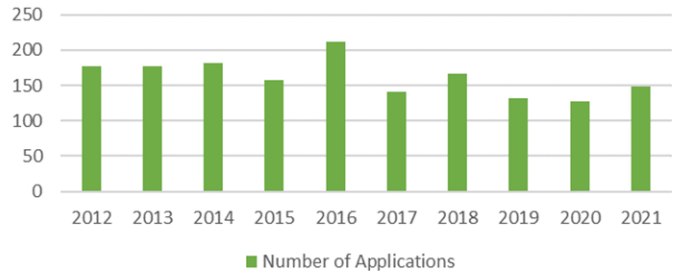
Planning Commission and City Council Actions, 2013-2021



## Planning & Zoning Applications Reviewed – Ten Year Review

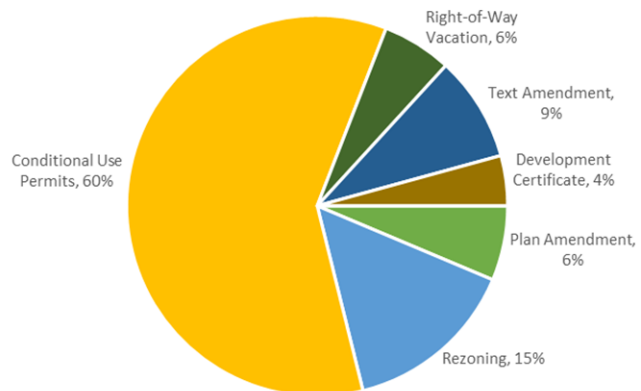
The number of applications to the Planning Commission has fallen drastically since the 10-year high of 212 seen in 2016. While 2021 saw a slight increase in the number of applications compared to 2019 and 2020, it is still about 9% less than the 10 year average of 161.9 applications. A total of 1,619 applications have been submitted to the Planning Commission since 2012.

CPC Applications, 2012-2021

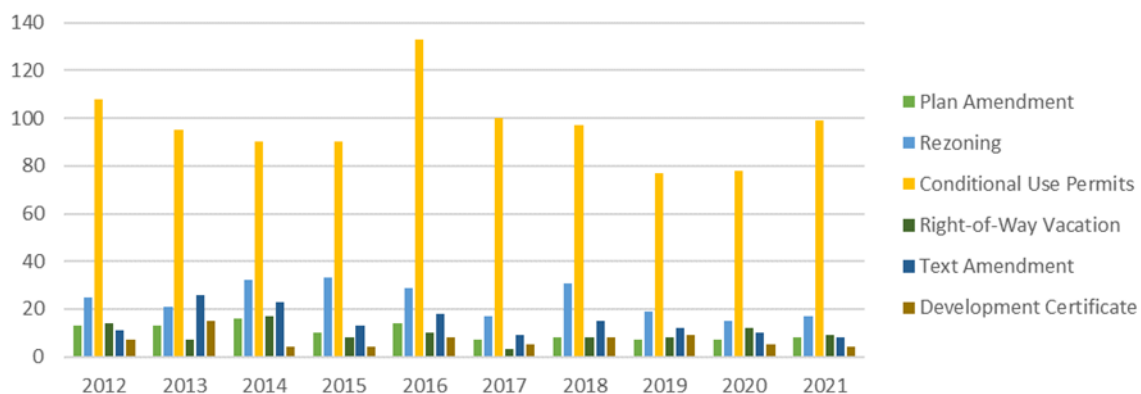


The conditional use permit has remained the most common application type for the entire 10-year period, consistently making up at least half of all applications each year. All other types of applications vary greatly from year-to-year. There appear to be few obvious trends in the data, though there was a reduction in CUPs with the adoption of the 2018 Zoning Ordinance and an uptick in CUP activity since 2020 with the addition of CUPs for some short-term rentals.

Types of Applications, 2012-2021



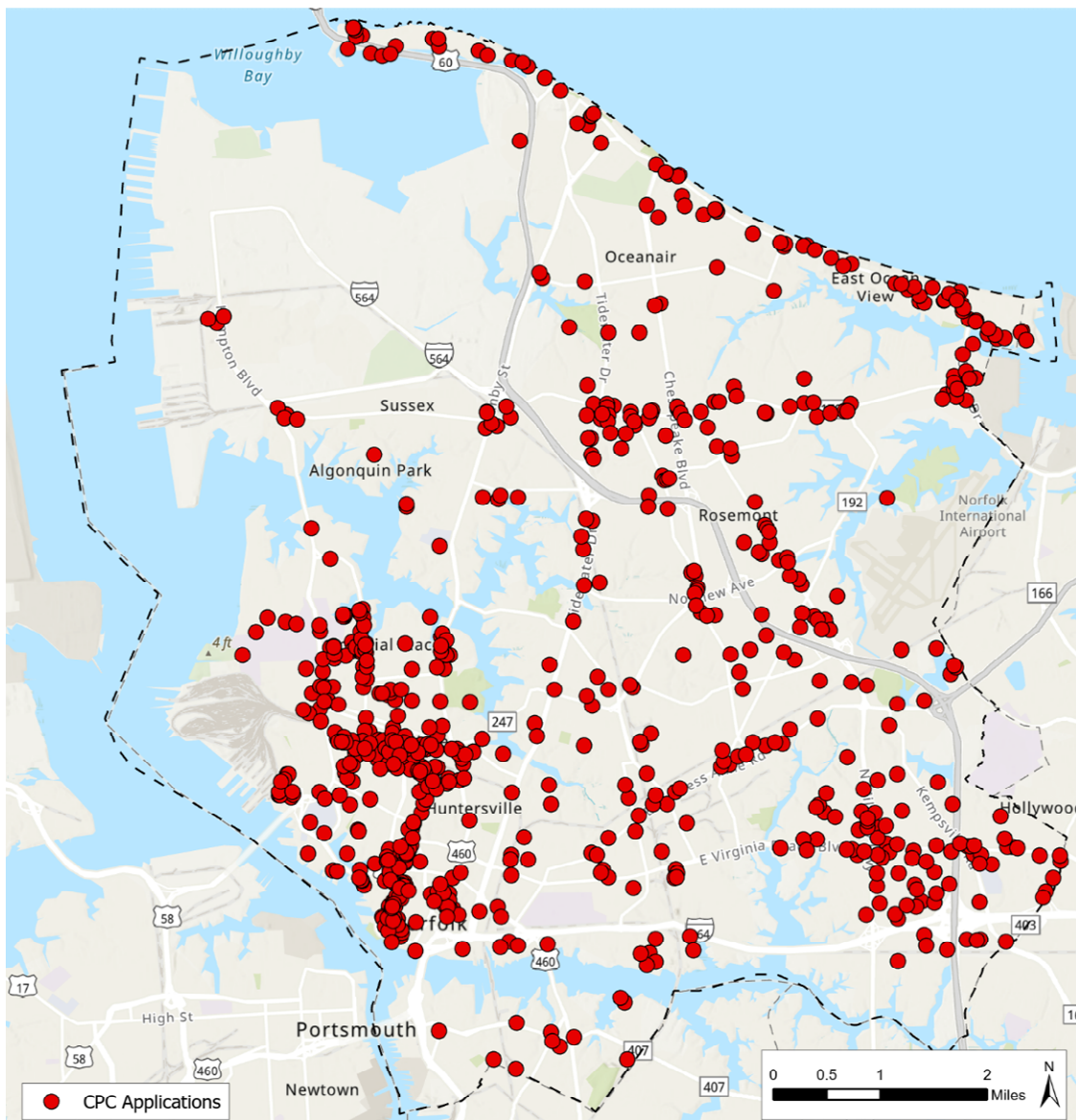
Planning Commission Activity, 2012-2021





## Planning & Zoning Applications Reviewed – Ten Year Review

The map below illustrates the geographic distribution of applications reviewed by the Planning Commission between 2012 and 2021.

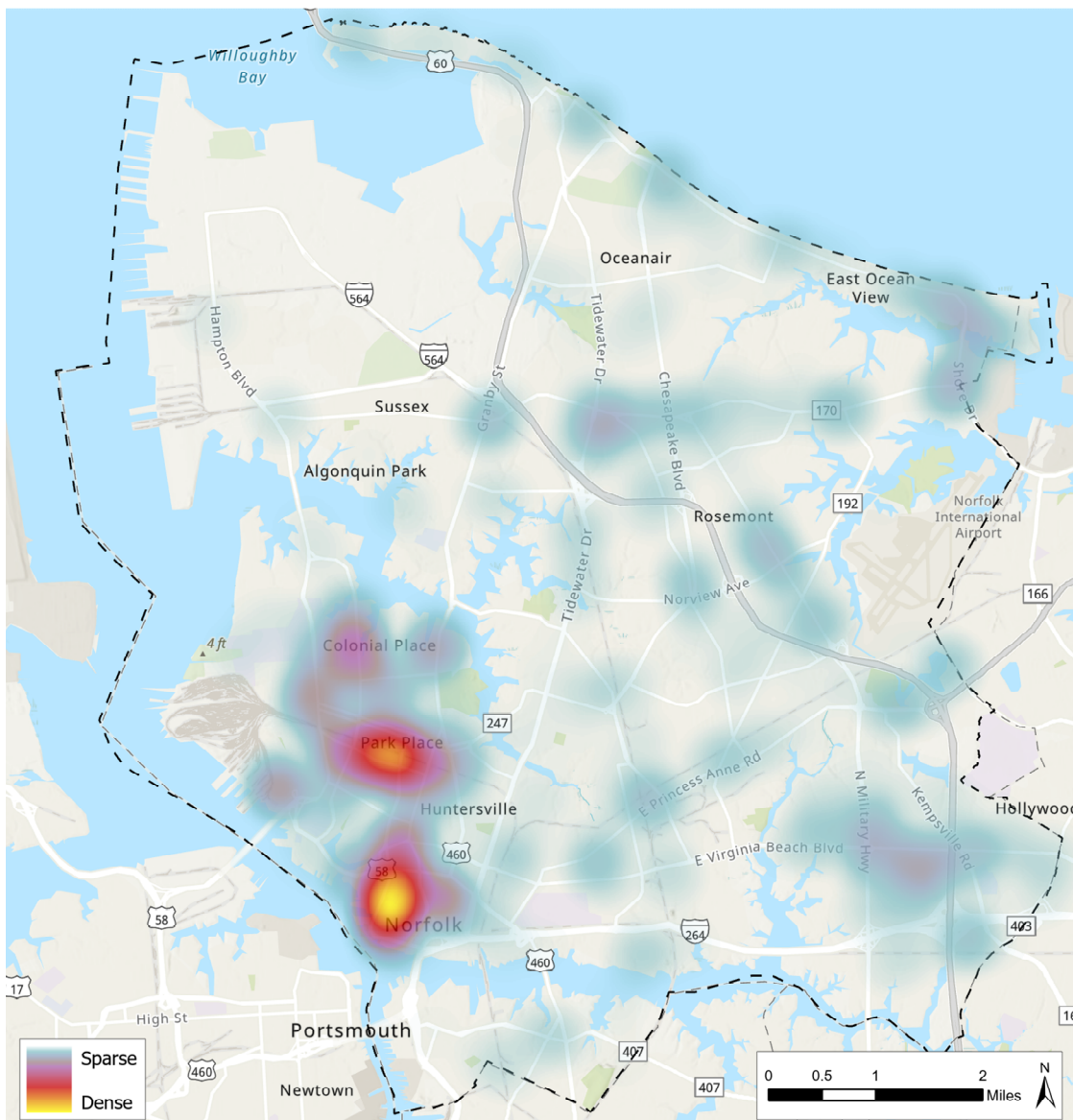


Disclaimer: The above map only accounts for applications with a specific location. Applications with a city-wide reach are not found within the data for this map.

As was the case for the map found in the “Planning & Zoning Applications Reviewed – 2021” section of this report, the dots in the above map represent applications with a specific location. These dots do not represent applications that affect the entire city.

## Planning & Zoning Applications Reviewed – Ten Year Review

Like the map found on the previous page, the map below illustrates the geographic distribution of applications reviewed by the Planning Commission between 2012 and 2021. The map below, however, highlights where a greater concentration of the applications reviewed by the Planning Commission over the last 10 years are located. The yellow areas are where the highest concentration of applications is found. The areas with no color are where little to no application clustering is found.



Disclaimer: The above map only accounts for applications with a specific location. Applications with a city-wide reach are not found within the data for this map.



## Architectural Review Board Items – 2021

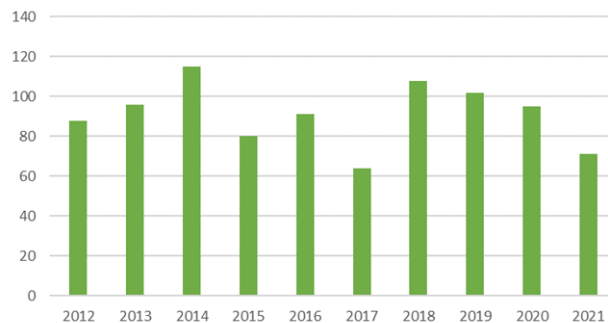
The Architectural Review Board (ARB) reviewed 71 items in 2021. ARB items are different from other items reviewed by the Planning Commission, in that the Planning Commission only reviews select items. ARB has the final say on all Certificates of Appropriateness (COAs) and on Determinations of Architectural Appropriateness. The Planning Commission only saw 24 of the 2021 ARB items. 95.8% of the items reviewed in 2021 received ARB approval, though many had to make multiple visits to the ARB before receiving approval. Both Ghent COAs that were denied by ARB were appealed to City Council where one was granted, and one denial was upheld.

ARB Item Types	Total	Percent	Approved*	Denied	Withdrawn	% Approved
Ghent COA*	25	35.2%	22	2	1	88.0%
West Freemason COA*	5	7.0%	5	0	0	100.0%
Downtown COA*	8	11.3%	8	0	0	100.0%
Norfolk & Western COA*	1	1.4%	1	0	0	100.0%
Private Projects	14	19.7%	14	0	0	100.0%
Public Projects	16	22.5%	16	0	0	100.0%
Determinations Of Arch. Appropriateness	2	2.8%	2	0	0	100.0%
<b>Total</b>	<b>71</b>	<b>100.0%</b>	<b>68</b>	<b>2</b>	<b>1</b>	<b>95.8%</b>

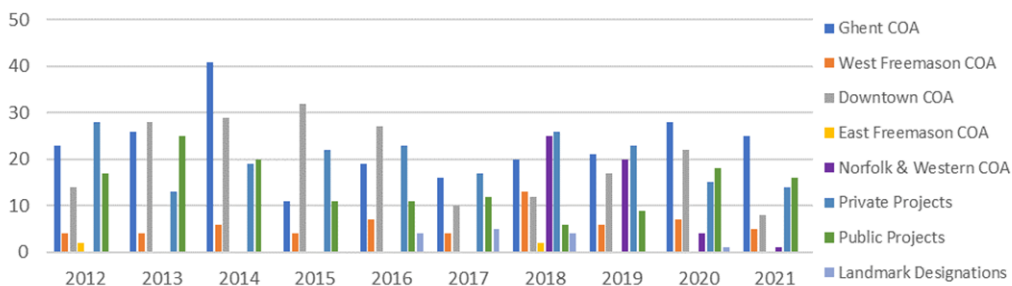
\*Certificate of Appropriateness

Averaging 91 items per year since 2012, the 71 items reviewed in 2021 puts this past year with the second lowest number of applications in the period. The composition of items, however, has changed substantially over the years, with the number of Downtown COAs dropping since 2015. Ghent COAs (35.2%) and Public Projects (22.5%) accounted for over half of the ARB items.

ARB Applications, 2012-2021

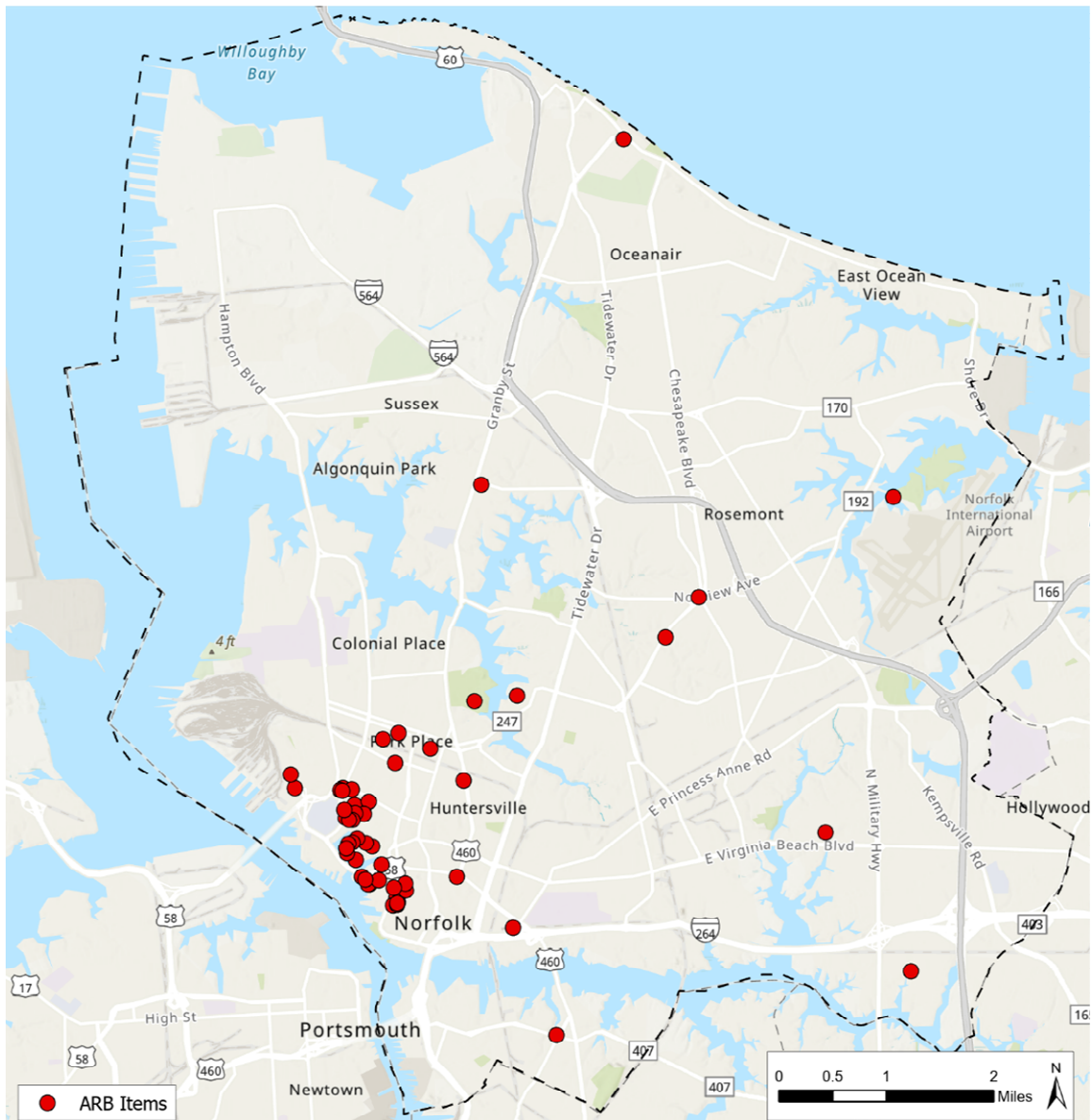


Design Review/ARB Activity, 2012-2021



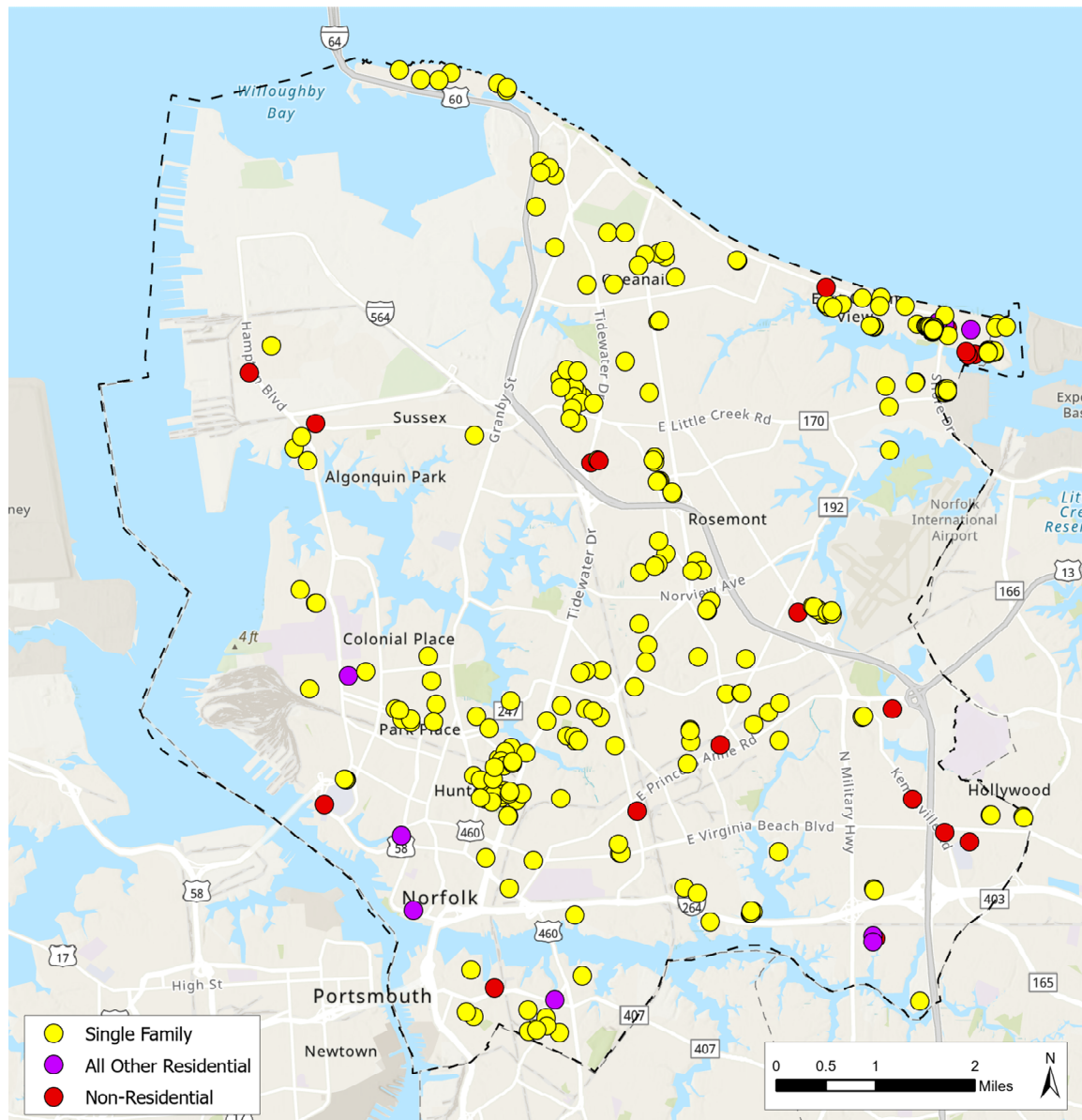
## Architectural Review Board Items – 2021

As can be seen by reviewing the map below, most of the items seen by the Architectural Review Board are concentrated in the Downtown and Ghent areas of the city (where there are local historic districts) and the Railroad District. A few outliers do exist, scattered around the City.



## Building Permits – 2021

Many of the applications brought forth to Planning Commission result in new construction projects, reaching every part of Norfolk. The map below shows the location of building permits issued in 2021 for new construction. Single family home locations are shown in yellow; all other residential new construction is shown in purple; and non-residential new construction is shown in red. The highest concentrations of new construction were in East Ocean View and Olde Huntersville.



## Building Permits – 2021

### Impact on Planning Staff Workload

Each dot on the map from the previous page shows new construction building permits issued in 2021. Along with a building permit, each project requires a host of reviews and inspections. Each one of these building types reflects a significant workload on City Planning staff.

Below is a list of requirements for new construction:

Single-family home	Other Residential	Non-Residential
<ul style="list-style-type: none"> <li>• Plan Review</li> <li>• Zoning Review</li> <li>• Permits                             <ul style="list-style-type: none"> <li>○ 5 minimum</li> </ul> </li> <li>• Inspections                             <ul style="list-style-type: none"> <li>○ 17 minimum</li> </ul> </li> <li>• Certificate of Occupancy</li> </ul>	<ul style="list-style-type: none"> <li>• Site Plan Review</li> <li>• Plan Review</li> <li>• Zoning Review</li> <li>• Permits                             <ul style="list-style-type: none"> <li>○ 5 minimum</li> </ul> </li> <li>• Inspections                             <ul style="list-style-type: none"> <li>○ 17 minimum</li> </ul> </li> <li>• Certificate of Occupancy</li> </ul>	<ul style="list-style-type: none"> <li>• Site Plan Review</li> <li>• Plan Review</li> <li>• Zoning Review</li> <li>• Permits                             <ul style="list-style-type: none"> <li>○ 5 minimum</li> </ul> </li> <li>• Inspections                             <ul style="list-style-type: none"> <li>○ 17 minimum</li> <li>○ Add 12+ for sprinklered buildings</li> </ul> </li> <li>• Certificate of Occupancy</li> </ul>

Other possible reviews: Chesapeake Bay Preservation Area, erosion & sediment control, stormwater, landscaping, fire protection, floodplain, design review, ROW (driveway), Utilities (water & sewer taps)

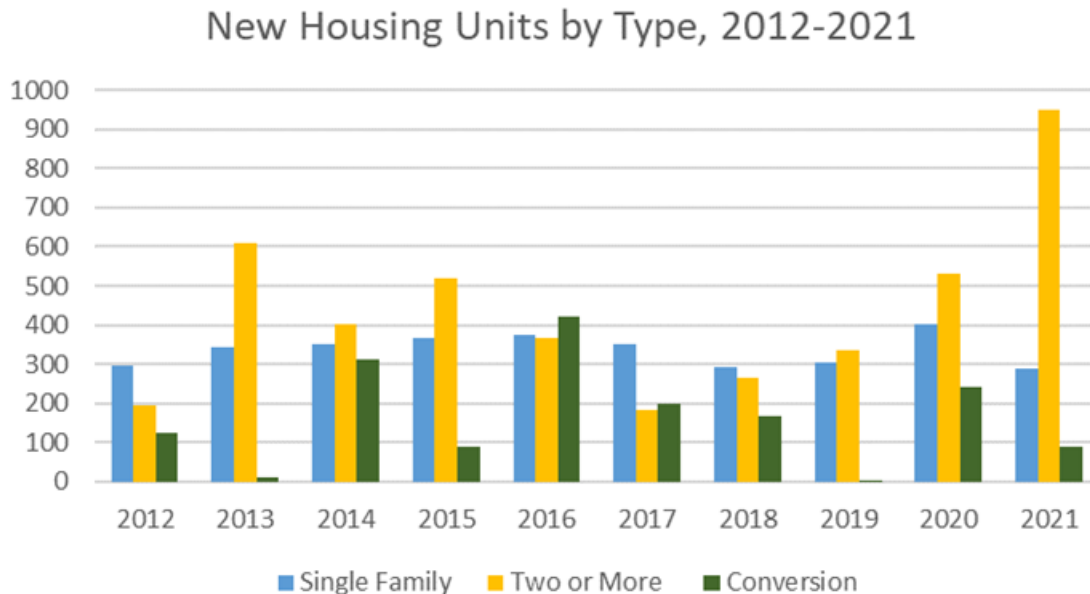
### By The Numbers – 2021

Below are some quantative analysis of the efforts tied to support new development and business activity in Norfolk:

- Reviewed **3,072** building plan reviews
- Issued **11,337** permits (amusement, building, demolition, electrical, elevator, fire protection, mechanical, occupancy, plumbing, sign, and zoning permits)
- Completed **11,642** permit inspections
- Completed **1,044** zoning inspections
- Reviewed **913** business license requests
- Issued **288** zoning violation notices
- Approved **75** site plan review projects
- Completed **2,400** site plan review environmental inspections on **85** site plans
- Completed **1,560** single-family home environmental inspections on **190** new single-family homes

## New Housing Units – 2021

2021 was a busy year for building permits. Building permits for two or more-unit dwellings a hit 10-year high of 951, well above the 10-year average of 437 units. Single family dwellings however, hit a 10-year low with 290 new units, slightly below the 10-year average of 338.



Residential conversion projects were down over previous years, with 90 recorded in 2021. This is the third lowest total of these types of projects over the last 10 years. Major residential developments that moved into the permitting stage during 2021 are shown in the table below.

**Multifamily Building Permits Valued Over \$1 million (2021)**

First Permits Issued	Project Name	Project Location
March	The Point on 38th - 180 units	1055 38th Street
March	Colonial Flats - 53 units	435 Virginia Avenue
May	The Point on 38th - 31 units	1055 38th Street
June	Oasis Apartments & Yacht Club - 96 units	4621 Pretty Lake Avenue
June	Village Square at East Beach - 28 units	9611 Nansemond Bay Street
July	school conversion - 13 units	3611 Colley Avenue
July	Riverside Station - 32 units	5800 Sellger Drive
July	Riverside Station - 32 units	5804 Sellger Drive
August	Fusion @ Neon - 237 units	225 W Olney Road
November	Gravity 400 - 273 units	400 Waterside Drive
December	Sycamore Plaza - 39 units	1025 Wilson Road



## Completed Projects – 2021

2021 once again saw the completion of multiple major projects and the opening of many new or relocated businesses. Most of these projects received some form of Planning Commission approval over the past few years and, as major construction projects often take some time to finish, finally opened during the past year. Below are several projects that were completed in 2021.



Assembly  
400 Granby Street



Fort Norfolk Wayfinding Signs



Amazon Delivery Station  
1400 Sewells Point Road



Richard A Tucker Memorial Library  
2350 Berkley Avenue Ext.



Norfolk Int'l Airport Parking Garage  
2200 Norview Avenue



Virginia Eye Consultants  
200 Corporate Boulevard

## Completed Projects – 2021



Auto Zone  
1200 N Military Highway



Colonial Flats Apts. (former Stewart School)  
435 Virginia Avenue



Retreat at Harbor Point  
360 Harbor Point Court



Waitzer Hall at EVMS  
735 Fairfax Avenue



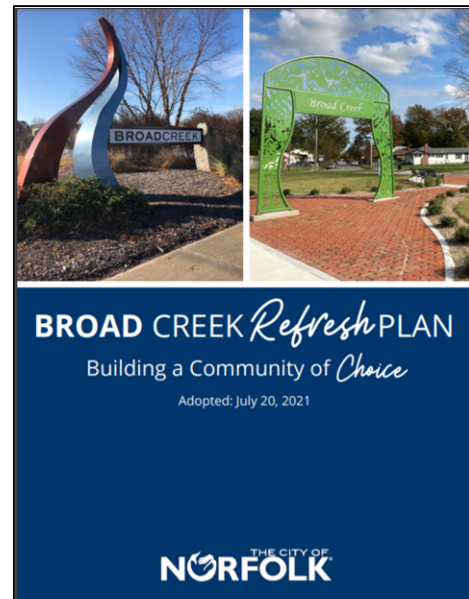
Pinewell Station  
719 E Ocean View Avenue



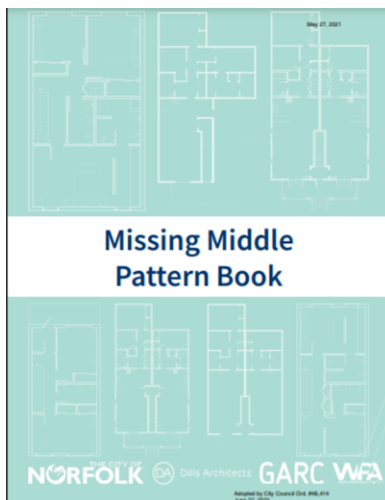
## Plans and Other Projects – 2021

2021 was another busy year in City Planning. Several significant planning projects were completed during the year, while several others saw noteworthy activity. Projects completed in 2021 included the Broad Creek Refresh Plan, the adoption of the *Missing Middle Pattern Book*, the adoption of *The Broad Creek Refresh: A Pattern Book*, and the adoption of the a tree preservation ordinance within *plaNorfolk2030* and the Zoning Ordinance.

The Broad Creek Refresh Plan was adopted in July as a “refresh” of the *Broad Creek Revitalization & Implementation Plan Book*, which was adopted in 2004. The purpose of the Refresh Plan was to provide a community-driven, long-range plan and implementation framework to revitalize existing neighborhoods, preserve and enhance residential character, and to optimize development opportunities in ways that augment the community.



The City adopted the Missing Middle Pattern Book in June, which outlines the potential development of a range of housing types that help meet the growing demand for walkable, urban living, respond to household demographics, and meet the need for more housing choices at different price points. The pattern book addresses the form, scale, and type of multifamily housing that is compatible in single family neighborhoods.



To help implement the recommendations of the Refresh Plan, the City adopted a new pattern book into *plaNorfolk2030* for the Broad Creek area and modified the existing *Traditional Neighborhoods Plan Book* (Plan Book) to incorporate the Bruce’s Park neighborhood. The pattern book, *The Broad Creek Refresh: A Pattern Book*, provides guidance for new residential development (single-family and Missing Middle Housing) that complements the existing neighborhoods and the addition of Bruce’s Park to the Plan Book will jumpstart compatible single-family residential development by utilizing the same, highly successful approach adopted in Olde Huntersville to allow compatible single-family development on lots narrower than the base zoning district would otherwise permit.





To help achieve the City's goal of establishing and maintaining an aggregate tree canopy of 30% the City adopted various strategies, actions, requirements, and incentives related to tree preservation, conservation, and replacement within both *plaNorfolk2030* and the Zoning Ordinance. The general plan amendment fully integrates tree-related actions from the Green Infrastructure Plan (GIP) into *plaNorfolk2030* and establishes policy direction for future zoning text amendments related to tree preservation and planting. The zoning text amendment provides a regulatory framework that incentivizes the retention of the existing tree canopy and expands requirements for minimum tree canopy coverage based on zoning district and, in certain cases, lot size.

## 2021 Work Program

The 2021 Work Program was developed during this era of COVID-19 which continues to have an impact on the work program, in ways that cannot always be anticipated. Below is the 2021 Work Program and an indication of each program's status. Those projects shaded green are considered complete. Those shaded yellow are not complete but are underway and are on track for completion. Work has not begun on those shaded red.

Project	Projected Project Timeframe
<i>plaNorfolk2050</i> (year 1 of multi-year project) <ul style="list-style-type: none"> <li>Develop project scope and outline</li> <li>Update Existing Conditions Report</li> <li>Draft and issue RFP</li> </ul>	In process
Broad Creek Refresh Phase II	Complete
Downtown Ocean View—consensus for reuse of site	Complete
TIDE Light Rail Eastside Environmental Impact Study – final presentation	In process
Citywide Multimodal Transportation Master Plan – final presentation and adoption into <i>plaNorfolk2030</i>	In process
Housing Policy Issues <ul style="list-style-type: none"> <li>Inclusionary Housing Policy--plan amendment to <i>plaNorfolk2030</i></li> <li>Pattern/Plan Book for “Missing Middle Housing”</li> <li>Supporting regulatory changes (<i>Broad Creek Refresh implemented zoning changes for missing middle</i>)</li> </ul>	Not started
	Complete
	In process
Undergrounding Utilities—explore policy changes that could support future code amendments	Not started
Zoning Ordinance Updates <ul style="list-style-type: none"> <li>Short-Term Rental ordinance revisions</li> <li>Parking Regulations Analysis – evaluation and consideration of revisions to parking regulations in the traditional character district (<i>Railroad District parking elimination study as a test project</i>)</li> <li>Review of Restaurant Approval Requirements/Processes—modifications to Conditional Use Process for restaurants with entertainment to simplify process for change of managers</li> <li>Enhanced Drainage Review Standards—Minor Site Plan Review</li> </ul>	In process
	In process (modified geography)
	Complete
	In process
Resilience Quotient Analysis and Updates <ul style="list-style-type: none"> <li>Tree Protection and Replacement Ordinance Changes</li> <li>Evaluation of program impact / best practices / etc.</li> <li>Resilience Quotient code revisions based on results of evaluation</li> </ul>	Complete
	In process
	In process
Business Friendly Norfolk Program recommendations (with Department of Development)	In process
Citywide Historic Resources Survey Plan– plan for how to survey City's historic resources and update surveys	Complete

## City Planning Commission 2021 Report to City Council

Project	Projected Project Timeframe
Historic Resources Surveying—apply for grant funding to begin survey effort	Complete
Pattern Book for Home Elevations ( <i>seeking funding</i> )	In process
Pattern Book for Norfolk Neighborhoods – updating and expanding neighborhoods pattern book	Not started
Floodplain Management Plan (through Stormwater IDQ contract)	In process
Department of Conservation and Recreation grant application for flooding/watershed study	Complete
Community Rating System (CRS) <ul style="list-style-type: none"> <li>Program for Public Information (PPI) annual report</li> <li>2021 Flood Insurance Assessment update</li> <li>2021 Hazard Mitigation Plan annual report</li> </ul>	Not started Not started In process
DEQ Five-Year Program Review – review of environmental program implementation and management	Not started
Dashboards/Data Analysis <ul style="list-style-type: none"> <li>Launch building permit dashboard</li> <li>Create story maps for Broad Creek Refresh</li> <li>Develop workplan for creation of additional story maps and data analysis</li> </ul>	Complete Not started In process
Census 2020 – Review preliminary data	Complete
Military Highway/Circle UDA area—staff support for redevelopment effort	Ongoing
St. Paul’s Redevelopment – staff support for the planning and implementation of St. Paul’s vision	Ongoing
HUD Natural Disaster Resilience Competition Grant – staff support for the planning and implementation of resilience improvements	Ongoing
EPA Brownfields Grant – staff support for a market and redevelopment feasibility study of the Harbor Park area	Ongoing
Zoning Ordinance Maintenance – consideration of necessary revisions to Zoning Ordinance	Ongoing
Major development Projects – staff support for various projects	Ongoing
Joint Planning Commission/City Council meeting(s)	As needed
Joint Planning Commission/School Board meeting(s)	As needed
Joint Planning Commission/Economic Development Authority meeting(s)	As needed
Joint Planning Commission/Architectural Review Board meeting(s)	As needed
Joint Planning Commission/NRHA Board meeting(s)	As needed

Note: The work program above only reflects items that may involve City Planning Commission in some fashion.

## 2022 Work Program

As the Planning Commission transitions into another year, there are many projects currently underway or planned for initiation in 2022. Below is a list of projects Planning Department staff and the Planning Commission should be working on over the coming year. However, as we have all learned, flexibility will be paramount as we continue to plan for Norfolk.

Project	Projected Project Timeframe
<i>plaNorfolk2050</i> – multiyear project with plan completed in 2025 2022 Action Items <ul style="list-style-type: none"> <li>Secure resources (funding &amp; consultants)</li> <li>Existing conditions &amp; <i>plaNorfolk2030</i> wrap-up</li> <li>Public kickoff</li> <li>Formation of committees</li> </ul>	2022 – 2025
Broad Creek Refresh Plan implementation <ul style="list-style-type: none"> <li>Continue pursuit of brownfields grants for the Globe Iron sites</li> <li>Continue implementation and/or pursuit of immediate and short-term actions</li> </ul>	Complete by late-2022
TIDE Light Rail Eastside Environmental Impact Study – final presentation	Complete by early-2022
Citywide Multimodal Transportation Master Plan – final presentation and adoption into <i>plaNorfolk2030</i>	Complete by early-2022
Housing Policy Issues <ul style="list-style-type: none"> <li>Missing Middle Demonstration Project—identify potential sites</li> <li>Inclusionary Housing Policy—in support of Mayor’s Commission on Social Equity and Economic Opportunity</li> <li>Implement Missing Middle housing by pursuing additional regulatory changes and developing a model site plan</li> <li>Single-family zoning district revisions –new/modified single-family zoning districts</li> </ul>	Complete by early-2022 Complete by late-2022 Complete by late-2022 Complete by late-2022
Undergrounding utilities—explore policy changes that could support future code amendments	Complete by late-2022
Short-Term Rental ordinance revisions	Complete by early-2022
Adopt changes to off-street parking requirements in the Railroad District	Complete by mid-2022
Parking Regulations Analysis – evaluation and consideration of revisions to parking regulations in the traditional character district based on outcome of Railroad District effort	Complete by late-2022

## City Planning Commission 2021 Report to City Council

Project	Projected Project Timeframe
Tree canopy pilot program (in concert with Parks & Recreation)	Complete by mid-2022
Resilience Quotient Analysis and Updates <ul style="list-style-type: none"> <li>Preliminary findings of program impact / best practices / etc. (two-year program that commenced in Summer 2021)</li> <li>Resilience quotient code revisions based on results of evaluation</li> </ul>	Complete by late-2022 Kickoff by late-2022
Enhanced drainage review standards for single-family homes	Complete by mid-2022
Low Impact Design Manual	Complete by late-2022
Historic resources survey for North Berkley & West Freemason	Complete by mid-2022
Historic resources surveying—apply for funding to continue survey effort	Complete by mid-2022
Pattern Book for Home Elevations (dependent upon obtaining a grant)	Kickoff by mid-2022
Traditional Neighborhood Plan Book updates to incorporate new building code	Complete by early-2022
Community Rating System (CRS) <ul style="list-style-type: none"> <li>Program for Public Information (PPI) annual report</li> <li>2021 flood insurance assessment update</li> <li>2021 Hazard Mitigation Plan annual report</li> <li>2022 Hazard Mitigation Plan update – conjunction with HRDPC (occurs every 5 years)</li> </ul>	Complete by mid-2022 Complete by mid-2022 Complete by early-2022 Complete by mid-2022
DEQ Five-Year Program Review – review of environmental program implementation and management (tied to DEQ schedule)	Complete by late-2022
Launch inspections dashboard	Complete early-2022
Midtown Norfolk Area Plan (WPA & Economic Development)	Complete by mid-2022
Outdoor dining guidelines	Complete by early-2022
Update zoning regulations for industrial uses (with Economic Development)	Complete by late-2022
Update zoning regulations for downtown uses & signage (with DNC)	Complete by late-2022
Convert legacy PDs to base zoning districts	Kickoff by late-2022
23 <sup>rd</sup> Street / Railroad District Plan	Complete by mid-2022

## City Planning Commission 2021 Report to City Council

Project	Projected Project Timeframe
Revisions to East Beach Planned Development	Complete by early-2022
Revisions to Downtown-Saint Paul's (D-SP) zoning district	Complete by late-2022
"Inn" – create, define, and establish performance standards	Complete by early-2022
Improvements to online permitting system – finalize upgrades to support permit submittals and reviews through portal	Complete by mid-2022
Develop and adopt regulations for marijuana-related businesses	Complete by late-2022
Military Highway/Circle UDA area – staff support for redevelopment effort	Ongoing
St. Paul's Redevelopment – staff support for the planning and implementation of St. Paul's vision	Ongoing
Disposition of vacant city owned property – staff support as necessary	Ongoing
Norfolk resilience efforts – staff support for the planning and implementation of resilience improvements	Ongoing
EPA Brownfields Grant opportunities	Ongoing
Zoning Ordinance maintenance – consideration of necessary revisions to Zoning Ordinance	Ongoing
Major development projects – staff support for various projects	Ongoing
Vision Zero – staff support	Ongoing
MacArthur Center repurposing – staff support	Ongoing
Joint Planning Commission/City Council meeting(s)	As needed
Joint Planning Commission/School Board meeting(s)	As needed
Joint Planning Commission/Economic Development Authority meeting(s)	As needed
Joint Planning Commission/Architectural Review Board meeting(s)	As needed
Joint Planning Commission/NRHA Board meeting(s)	As needed

Note: The work program above only reflects items that may involve City Planning Commission in some fashion.